

NURSING ASSISTANT ADVISORY BOARD

MINUTES OF MEETING

OPEN SESSION

December 9, 2008

The Open Session of the Nursing Assistant Advisory Board was called to order at 9:05 a.m. on the above date in Room 104, Rhode Island Department of Health, 3 Capitol Hill, Providence, Rhode Island, pursuant to the applicable provisions of the Open Meetings Law, so called, and other applicable sections of the General Laws of the State of Rhode Island as amended.

BOARD MEMBERS IN ATTENDANCE

M. Jeanne Mason

Marilyn O'Connor

Pattie Petracca

Caroline Naughton Rumowicz

BOARD MEMBERS NOT IN ATTENDANCE

Mary Ann Altrui

Michele Carignan

Alice Frezza

Catherine Mainville

STAFF MEMBERS IN ATTENDANCE

Donna Valletta, Board Administrator

OTHERS IN ATTENDANCE

None

1. ESTABLISHMENT OF A QUORUM

Donna Valletta called the meeting to order at 9:05 a.m. A quorum was established at this time.

2. REVIEW OF MINUTES OF OPEN SESSION OF NOVEMBER 18, 2008

Donna Valletta presented the Amended Minutes of the Open Session of November 18, 2008. Donna Valletta advised the Board that she

requested annualized and comparison data from the National Nurse Aide Assessment Program (NNAAP). The requested information has not been received. On motion of Marilyn O'Connor, seconded by Jeanne Mason, it was unanimously voted to accept the minutes as presented.

3. BOARD ADMINISTRATOR REPORT

Donna Valletta distributed a copy of the Revised Schedule for 2009 Meetings, which reflects the cancellation of the August meeting and the rescheduling of the October meeting. The Board expressed concern regarding the current November meeting date, which falls before a holiday. The Board decided that this date would remain at this time.

Donna Valletta advised the Board that the Nursing Assistant application review process is being evaluated. A checklist and the application form have been revised and will be presented to staff this week for review and comments. Upon completion, the website will include the updated application form and Nursing Assistant Training Program Coordinators will be notified. Donna Valletta informed the Board that for applicants by examination and by endorsement, a BCI dated within 4 months of the application date would be required. And, for applicants by reinstatement, a BCI dated within 2 months of

the application date is required to comply with the law. A suggestion was made to train Nursing Assistant instructors on the application form requirements to ensure complete applications are forwarded to the Department.

4. ANNOUNCEMENTS

Donna Valletta advised the Board that Pam McCue would provide information on the Senate Study Commission and the Patient Safety Organization at the next scheduled meeting. At the Board's request, an update on the process of the Orders that will be blast faxed will be given.

Finally, Donna Valletta informed the Board that she is working diligently on complaints and is reviewing processes regarding late responses to complaints and Orders to ensure that disciplinary actions are communicated and addressed in a timely manner.

5. ADJOURNMENT

On motion of Jeanne Mason, seconded by Marilyn O'Connor, it was unanimously voted to move into Executive Session pursuant to

42-46-4 and 42-46-5(1) of the Rhode Island General Laws for discussion of job performance, character, physical or mental health of applicants for licensure and licensees and for discussion of investigatory proceedings relating to misconduct by applicants licensure and licensees, and investigatory proceedings regarding allegations of civil or criminal misconduct.

The Open Session adjourned at 12:35 a.m.

Respectfully submitted by

Donna Valletta

Board Administrator